

# NORMAN BULLETIN



WEDNESDAY, FEBRUARY 10, 2016

## SCHEDULE FOR THE WEEK:

**Monday: Holiday (no school)**  
**Tuesday: Regular Schedule**  
**Wednesday: Regular Schedule**  
**Thursday: Regular Schedule**  
**Friday: Regular Schedule**



**College Monday:**  
Wear your college gear!

[beverlyhighlights.com](http://beverlyhighlights.com)

**Fridays are Norman Pride Days!**  
**Wear your ORANGE and BLACK!**  
**Go Normans!**

If you **DO NOT** have a 2015-2016 BHHS parking permit, you **CANNOT** park anywhere on campus. **NO** exceptions!

### **Library Hours:**

**Monday and Tuesday 7:30 a.m. – 6:00 p.m.**

**Wednesday, Thursday and Friday 7:30 a.m. – 4:00 p.m.**

**(The library will be open every period of the day, the library is no longer closed period 6)**



### **Beverly Hills Education Foundation Summer Academy 2016**

**Monday – Thursday 8:00 a.m. – 1:20 p.m.**

**Semester 1: Monday, June 6 – Thursday, June 23**

**Semester 2: Monday, June 27 – Thursday, July 14**

**No classes on Friday's, No class on Monday, July 4. There will be class on Friday, July 8.**

**2016 AP Exam Sign-Up** - Purchase your AP exams online at <http://shopbhhs.com> or purchase your exams at the Student Store (during lunch) **Monday, January 25 – Friday, January 29**. Registration forms available in the **College Center, room 290 and House A**. (No form needed for online purchases) **\$50 per exam late fee after Friday, January 29 and \$75 per exam late fee after Friday, March 4.**

**FUTURE ABSENCE REQUEST** – Students missing school to attend college visits – off campus – need to submit a Future Absence Request to the Attendance Office no later than 5 days in advance of absence.

**Absences:** California Education Code 49067(b) and Board Policy 5121 authorize teachers to fail any pupil whose absences from the teacher's class are deemed excessive. Board Policy (AR 5113.1) defines "excessive" as 3 or more unexcused full-day absences or 30-minute tardiness during the school day in an academic year. According to California Education Code 48205, absences from school shall be excused only for illness, quarantine, medical or dental appointments, funeral services for members of the student's immediate family, jury duty, court appearance, and religious observances.

## **Attention All Students Parking On Campus!!!**

- You **must** park in your assigned spot. **PROHIBITED AREAS:**
  - Visitor and Staff Lots
  - Reserved spaces:  
LOT B 1-5  
LOT C 223-228  
LOT PE 260-270 and 273-277
- You **must** have your permit visible and posted in the REAR VIEW mirror (not flipped over **nor** behind another permit)
- **DID SOMEONE PARK IN YOUR SPOT?**  
Report it to Campus Security or by email to [mbuckley@bhhsd.org](mailto:mbuckley@bhhsd.org) When you report this, be sure to IDENTIFY the car in your spot (make, model, color) and the BHHS parking pass number (if it has one).

### **STUDENTS WITH PARKING PERMITS:**

**NOTICE: You may NOT go to your cars during school hours.**

- PLAN AHEAD – USE YOUR LOCKER
- Parking lot doors will be locked at the start of period 2.
- If you are in the lot or go to your car, you could receive a 1-day suspension.
- Seniors who go to their cars will lose participation privileges in senior activities.
- You may be subject to a ticket/fine if you violate any of the above rules!

### **In the event of an absence:**

Students must attend all classes except for legally excused reasons (illness, bereavement, quarantine, or medical appointment). Students understand that they must clear all absences and that the procedures are as follows:

- On the day of a full-day absence, parent will call the attendance office before 10:00 a.m. If they do not call, they may send a note within 5 days of the absence.
- After 5 days, parent must come to the Attendance Office to clear an absence. **After the 10<sup>th</sup> day, an absence will not be excused.**
- If students must leave school during the day, they will have parent call or bring a parent's note to the Attendance Office **BEFORE THEY LEAVE CAMPUS.** Students will not leave campus for a medical appointment without following this procedure. **\*(A note on doctor's stationery, signed by the doctor, stating the date and time of the appointment is required upon return to campus, or the absence is unexcused.**
- Absences NOT cleared prior to leaving campus will remain UNEXCUSED.
- Students understand that they may receive a failing grade from a class in which they have 5 unexcused absences. Students also understand that detention(s) may be assigned by teachers for failure to follow attendance guidelines.

Anticipated absences, such as college visits, may be considered excused with prior approval. Future Absence Forms **must be submitted at least five days prior to the absence**, and must be approved by a site administrator. Any absence that isn't requested in advance and in writing will be considered unexcused and will count toward loss of credit in classes. Request forms are available in the Attendance Office. Prior approval may be waived by the principal or designee only under exceptional, unanticipated circumstances. The administrator will consider student attendance patterns, current academic performance and previous requests when approving a request to excuse such absences. The teacher of any class from which the student is absent shall determine, consistent with Board Policy, what assignments the student shall make up and in what period of time the student shall complete such assignments. The tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments which the student missed during the absence. Requests may be made for the following:

Absence for religious celebration or ceremony (e.g. Wedding, Bar/Bat Mitzvah, and Confirmation) shall be limited to **one day** and allowed only for **members of the immediate family.**

1. Employment conference or interview.
2. College visits (limit of **three days per year**).
3. Bereavement beyond excused absence days.
4. Other **educational programs** not sponsored by the school, district.
5. Other justifiable personal reasons if authorized by administration (explanation should be provided).

**Family vacations and DMV appointments are not excused absences under this policy.** These and all personal appointments are to be scheduled outside of the academic calendar.

**Reminder about going home ill:** Please remember that the proper procedure for checking out of school to go home ill is to **check out through the health office.** All students must get a pass from their current teacher (or next period teacher) and come to the health office to obtain a pass to go home. Parents will be called from the health office **AFTER** the students arrive in the health office. Students **MAY NOT** leave campus without a pass or their absences will be **UNEXCUSED.**

### **CHEATING POLICY**

#### **CHEATING - Defined:**

Students should understand that, among other things, cheating includes communicating with another student during an exam, copying material during an exam, allowing another student to copy from their exam paper, using unauthorized notes or devices, submitting falsified information for grading purposes, obtaining and supplying a copy and/or information about an exam without the knowledge and consent of the teacher, submitting work written by another person (except as outlined below \*), submitting work written by the student for another assignment without the instructor's knowledge or consent (self-plagiarism), copying another person's assignment(s), allowing another student to copy his or her assignment, or taking home exams without the knowledge and consent of the instructor.

*\* When a student submits an assignment, that assignment should be only his or her own work unless the teacher has specifically set up the assignment as a group project or other collaborative assignment. In such cases, the names of all students involved in the group process should be listed on the assignment. If the teacher has not designated the assignment as a group project, submitting an assignment written by more than one person is **plagiarism.***

#### **CONSEQUENCES:**

The consequences for cheating shall be adhered to by students and staff:

##### **First Infraction:**

1. Teacher meets with the administrator prior to parent contact.
2. Teacher informs the parent.
3. Referral to assistant principal for student and parent conference.
4. The student's academic semester grade will be lowered by one letter grade (unless the assignment is worth more than one letter grade).
5. The student's conduct grade will be lowered.

##### **Second Infraction in any course:**

1. Teacher meets with administrator prior to parent contact.
2. Conference with assistant principal, counselor, parent, student and teacher.
3. **Student will receive a failing semester grade where second cheating infraction occurred.**

4. The student's conduct grade will be lowered.
5. The student will be suspended.

### Third Infraction in any course:

1. Teacher meets with the administrator prior to parent contact.
2. Conference with assistant principal, counselor, parent, student and teacher.
3. The student will receive a failing semester grade where second cheating infraction occurred.
4. The student's conduct grade will be lowered.
5. Student will be referred to Student Study Team or the Norman Aide Center.
6. The student will be suspended.

If a student steals, sells or buys a final examination, a parent conference will be called, a suspension made, and the student will fail the course.

If a student steals keys or is involved in illegal school entry, the administrator is to be notified immediately. The school administration will notify the Beverly Hills Police Department, a suspension will be made, a parent conference will be called, and the student will fail the course. Where appropriate, expulsion procedures will be initiated.

**NEW hours for Peer Tutoring:** Peer tutoring is **in Room 290, at lunch only**. Thereafter, it will be available every **Monday and Wednesday (lunch)** so come by for help from our great staff of student peers. It is a drop in program, so help in particular subjects on any given day will vary according to who drops in for help and which tutors are there to help. We are consolidating it this year to two days to be more efficient and have more tutors available session. Peer tutors, make sure you are in touch with Yunchao

**Now is the time to order your yearbook--don't wait, they're selling fast!** Head to [www.jostensyearbooks.com](http://www.jostensyearbooks.com) **NOW** to buy secure your 2015 yearbook today! Make sure to select the correct Beverly Hills High School.

### Test Prep Workshops and Mock Exams

\*For all workshops and mock exams, go to our school website for registration information or email Mrs. Chi at [achi@bhusd.org](mailto:achi@bhusd.org). All proceeds go directly to our PTSA.

**BHHS Speech and Debate** As many of you know, Beverly High has a new Speech and Debate team. Led by Coach David Finnigan, We look forward to a wonderful year of spirit and achievement for this amazingly dedicated group of students who have come together to re-establish this outstanding and rigorous BHHS tradition. The team meets after school on Wednesdays and competes monthly in diverse individual events such as Humorous and Dramatic Interpretation, Extemporaneous Speaking, etc., meaning there is something for everyone. All BHHS students are welcome. Contact [beverlyhillsspeechanddebate@gmail.com](mailto:beverlyhillsspeechanddebate@gmail.com) for Coach Finnigan or Cindy Dubin in the Career Center at [cdubin@bhusd.org](mailto:cdubin@bhusd.org) for more information.

**Graphic Arts Students** – enter context to win cash awards! Visit <http://www.piasc.org/raise/> to learn about entering their packaging and comic book design competitions and also to win a grant to pay for the Skills USA registration fee (if you plan on attending to compete in the graphic arts events). Entries due **February and March 2016**. See site for details or email **Cindy Dubin** at [cdubin@bhusd.org](mailto:cdubin@bhusd.org) with questions.

**TUTORS WANTED!** The BHHS Peer Tutoring program will now be accepting applications for those who want to be peer tutors. Volunteers will work with Beverly students seeking academic help. Being a tutor is not only a great way to help out your fellow classmates, but tutoring also counts towards community service hours and helps strengthen your resume. Applications will be available outside **Room 290**. Feel free to contact **Cindy Dubin** at [cdubin@bhusd.org](mailto:cdubin@bhusd.org) if you have any questions.

**All Students: The Wallis Songwriting Class opportunity!** The Wallis is offering a new course for high school students called "Songwriting for the Theater." It is a chance to kids to work in collaborative teams to create original "ten minute musicals." These will be performed by professional artists at the culmination of the course and the pieces will be entered in a national program called "ShowSearch." The students will also have a chance to interact with several musical theater artists performing here this season. The Wallis is seeking music students interested in composing, as well as lyric writers and book/dialogue writers. For more information and to apply - Here is the link: <http://www.thewallis.org/songwriting.php>.



The BHHS PTSA is proud to announce our second Parent and Staff Book Salon for the 2015-16 school year. We are excited to host nationally acclaimed author **Kristin Hannah** to discuss her **New York Times Bestseller, THE NIGHTINGALE**. The novel has been rising steadily on the NYT list and has recently hit the top spot. Link: <https://www.eventbrite.com/e/book-salon-the-nightingale-by-kristin-hannah-tickets-21023652310>

Please join us for an engaging and inspiring evening on **Thursday, April 7 at 7:00 pm**. More info will follow, but please be aware that these salons consistently sell out.

**Parents: Please join us for the next BHHS PTSA Meeting and Valentine's Day Breakfast this Friday, Feb 12 at 8:30 a.m. in the EDC!**

## PTSA MEETING DATES 2015-2016

Friday, February 12., Friday, March 11, Friday April 8 \*Meetings are at 8:30 a.m. in the EDC.

Please join PTA COUNCIL at their next monthly meeting on **Thursday, February, 25** the district board room at 9:00 a.m. Upcoming meeting dates for 2015-2016 are: **Thursday, March, 31 and Thursday, April, 28.**

**Coffee with the Counselors-** Once a month, **BHHS counselors** will host high school parents for **Coffee with the Counselors**, a special Q&A program designed to provide a casual environment where we can discuss college admissions related topics. Parents of all grades are welcome. Please join us for coffee, pastries, and dialogue- and don't forget to bring your questions! **Please email Mrs. Chi at [achi@bhusd.org](mailto:achi@bhusd.org)** if you have any questions regarding this program. And thank you to our wonderful **PTSA** for sponsoring the hospitality.

**8:00 a.m. – 9:00 a.m. in College Center (Room 290)**

- Wednesday, March 2, 2016
- Thursday, April 14, 2016



**Part-time Medical Office (New 2/3/16):** Century City Acupuncturist Office looking to hire a Front Office Assistant. **Hours Monday-Thursday 4PM to 8PM** but may vary. Business is looking for someone interested in going into any healthcare field, and who is self-motivated, a self-starter, able to work independently with minimal supervision, follow instructions, follow projects through to completion, who has good communication skills, is personable, has an ability to deal with details, can manage priorities, is creative and wants to learn and grow. Must have working knowledge of Microsoft Word, Excel, Powerpoint and Outlook Duties include answering phones, managing schedule, authorizing insurance, taking payments, insurance claims inquiries, ordering supplies, preparing treatment rooms, meet and greet patients, emailing newsletter, emailing birthday cards, typing letters and promotions. Compensation is hourly and based on experience. If interested email your resume to Cindy Dubin at [cdubin@bhusd.org](mailto:cdubin@bhusd.org) noting "Acupuncturist Job" in the subject line. The office has asked that your email to the career office also be accompanied by a cover letter explaining why you want the position and why you think you are very qualified. Must have references upon request. Business has had wonderful BHHS students in the past, each of whom have gone on to masters/doctorate programs or nursing so they are looking forward to BHHS placing another outstanding student.

**Part-Time Position in Medical Office (NEW as of 2/1):** Cedars Sinai Medical group looking for a responsible junior or senior to work 10-15 hours per week (ideally 5 days per week but that is flexible), scanning documents for files. Compensation in the range of \$9-10 per hour. If you are interested, send your resume to **Ms. Eva Erdan**, at [info@towernephrology.com](mailto:info@towernephrology.com), noting "BHHS Student Applicant" in the subject line. Student will be handling confidential medical information so may be required to follow confidentiality procedures. For questions contact **Cindy Dubin** at [cdubin@bhusd.org](mailto:cdubin@bhusd.org)

**UCLA Health Volunteer Services:** UCLA will be launching an exciting, new high school volunteer program for next summer. Applications will be available February/March (ages 15 - 17). In the meantime, UCLA has asked that we advise students that in the meantime, they will not be starting any high school student volunteers during this academic year. There are still opportunities for students to volunteer who are invited by a faculty member, as well as other volunteer opportunities for students 18 years of age and older. Go to this site for more information: <http://tinyurl.com/obatmk5> As our Career Education Center has more info, we will post accordingly.

**Looking for an Internship?** The City of Beverly Hills has a wonderful internship program and welcomes high school students. **THEY ARE COMPETITIVE but we are working with the City of BH Human Resources Department and are happy to help you apply. Department needs vary from time to time, and there is no guarantee that any certain Department will need an intern at any given point. Here are the options:** IT (cable television, computers/tech) Capital Assets (real estate related)

Administrative Services (financial, office) City Clerk (preparation for council meetings) Community Development (building and safety; planning commission) Community Services (Parks and Recreation, Human Resources (work supporting the homeless), Library) Fire (fire and administrative) Police (in the field and administrative) Policy Management (admin with the city manager) Public Works (water, transportation). **To apply for such an internship,** 1) Ask a teacher or counselor to send Cindy Dubin at [cdubin@bhusd.org](mailto:cdubin@bhusd.org) an email recommending you; and 2) Send your name, cell phone number, and resume (NO typos) to Cindy

Dubin an email at [cdubin@bhusd.org](mailto:cdubin@bhusd.org). The subject line of your email should be "Interested in City of Beverly Hills Internship - \_\_\_\_\_" and you can indicate in your email with which Department you might like to intern. To help you decide what department would be a good fit for you, here is a list of the 10 departments, along with a short description of the type of work done therein. We are so excited to work with the City to place our students in these wonderful positions right here in our own backyard! For questions contact **Cindy Dubin, Career Center Room 292**, at [cdubin@bhusd.org](mailto:cdubin@bhusd.org).





**College Visit** – Come meet with a representative from FIDM in the **College Center (room 290)**, on **Wednesday, February 17** during lunch. All grades are welcome.

**SAT & ACT Test Dates & Registration Deadlines**

\*For information regarding college admission tests, go to [www.tinyurl.com/bhhscollegetests](http://www.tinyurl.com/bhhscollegetests)

SAT & SAT Subject* Tests	
<a href="http://www.collegeboard.org">www.collegeboard.org</a>	
Test Date	Registration Deadline
March 5, 2016**	February 5, 2016
May 7, 2016**	April 8, 2016

ACT	
<a href="http://www.actstudent.org">www.actstudent.org</a>	
Test Date	Registration Deadline
April 9, 2016	March 4, 2016
June 11, 2016	May 6, 2016

\*SAT Subject Tests are not offered on March 3, 2016.      \*\*New SAT



**Video Game Club: Attention all students!** Video Game Club meets every **Friday at lunch in room 284**. We play smash, sonic, star wars, and more. For more info see *Mr. Moraica* or email: [bhsvgc2016@gmail.com](mailto:bhsvgc2016@gmail.com)



**The Jon Cherney Humanitarian Scholarship (Grade 12)** This \$2500 scholarship is awarded annually to a member of the BHHS senior class who epitomizes the **humanitarian characteristics of Jon Cherney**, a beloved Beverly teacher who passed away in 1995. These qualities include a sincere devotion to humanity and a passion for making a positive difference in people’s lives. To apply, students may submit an essay, collage, notebook, work of art, video, etc., along with two letters of recommendation. For information go to this link <http://www.jcaward.org>. Email questions to [questions@jcaward.org](mailto:questions@jcaward.org). **Deadline to apply is Tuesday, March 1 at 4:00pm.** Please turn in all submissions to **Ms. Boyarsky in the library.**

**Beverly Scholarships (Grade 12 – Maximum Award Varies)** Applicants for the Beverly Hills High School Scholarships will be considered for numerous scholarship opportunities. All seniors are encouraged to apply. Applications are available on the school website, in all the Houses, or you may use the following link: [2016 Beverly Hills High School Scholarships Application](#). Completed applications must be **submitted to Mrs. Edelstein in House A by Monday, February 29, 2016.** For information about additional scholarship opportunities go to: <http://tinyurl.com/ldmy85k> and click on “scholarships.”

**PTA GOLDEN ANNIVERSARY SCHOLARSHIPS**

We are pleased to announce that **Beverly Hills PTA Council will be offering the Golden Anniversary Scholarship Award at \$500.00 to two Beverly Hills High School Seniors** this year. This Scholarship opportunity is available to any senior attending Beverly Hills High School whose family is a member of the PTA, and who is enrolling in college for the fall. This is not a need based scholarship. PTA Council is requesting that each student write a 2 paragraph essay which responds to the following prompt: “How the PTA affected my life.”

These essays are due in by **Tuesday, March 1, 2016** to the **Ed Services Department, 2<sup>nd</sup> floor at the District office. 255 South Lasky Drive, Beverly Hills, CA. 90212.** The Ed Services Department will provide you with an information form to be filled out and attached to your essay. This will qualify your essay for submission.

The recipient of this award will be announced at the 2016 Senior Awards Assembly.

**SENIORS: Don't miss the DEADLINE! The Beverly Hills High School Alumni Association Scholarship Application deadline is approaching!** There's only one week left to apply! This scholarship is awarded based on need and merit. There will be 6 recipients, each of whom will be awarded \$2000! Applications are available on Naviance and in Houses A, B, and C. Everyone is encouraged to apply. **Applications are due by next Tuesday, February 16, 2015** and are to be turned in to **Mrs. Edelstein in House A**. You will be given a receipt upon submission.



**Swim Team Roster** If you tried out for the swim team in December. The results are posted in the athletic window under Athletic Announcements. If you are on the list, please make sure you get all your paperwork turned into the athletic secretary before the season starts (in February). Questions, please see Coach Fegan. We will have a meeting before the season to give you more information

The athletic department has a new website: [www.beverlyhillsathletics.org](http://www.beverlyhillsathletics.org)  
Find all the latest scores, schedules, and sports information on our team pages. Sign up for text alerts to keep up with our athletic teams. Go visit [www.beverlyhillsathletics.org](http://www.beverlyhillsathletics.org) TODAY!

Those students who have not completed all necessary paperwork should log onto **swol123.net** to access all forms. Directions can be found on [www.beverlyhillsathletics.org](http://www.beverlyhillsathletics.org)

**SPORTS ANNOUNCEMENTS AND EVENTS:**

**Link:** <http://www.beverlyhillsathletics.org/>

